

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, MAY 3, 2001
9 A.M.**

Commissioners Present: Kathy Campbell, Chair
Bob Workman, Vice Chair
Larry Hudkins
Linda Steinman
Bernie Heier

Others Present: Kerry Eagan, Chief Administrative Officer
Dave Johnson, Deputy County Attorney
Bruce Medcalf, County Clerk
Gwen Thorpe, Deputy County Clerk
Ann Taylor, County Clerk's Office

AGENDA ITEM

Copies of a legislative update from Gordon Kissel, Legislative Consultant, were disseminated (Exhibit A).

1 APPROVAL OF STAFF MEETING MINUTES OF THURSDAY, APRIL 26, 2001

MOTION: Workman moved and Hudkins seconded approval of the Staff Meeting minutes of Thursday, April 26, 2001. Workman, Hudkins, Heier and Campbell voted aye. Steinman was absent from voting. Motion carried.

2 ADDITIONS TO THE AGENDA

A. Report on the Lincoln Partnership for Economic Development Meeting

MOTION: Hudkins moved and Workman seconded approval of the addition to the agenda. Hudkins, Heier, Workman, Campbell and Steinman voted aye. Motion carried.

3 CITY/COUNTY POSITION REGARDING USE OF ETHANOL - Mark Bowen, Mayor's Chief of Staff

Heier questioned why the Lincoln/Lancaster County Health Department is not promoting the use of ethanol as a fuel and a way to sustain clean air.

In response to a question from Hudkins, Mark Bowen, Mayor's Chief of Staff, said legislative lobbying and testimony on the part of the Health Department must be approved by the Mayor's Office.

Hudkins said the Health Department submitted a letter to the Nebraska Legislature last year that outlined the department's concerns regarding ethanol use and said several staff members have also lobbied individual senators. He added that ethanol has been nationally recognized as a way to reduce air pollutants and is produced here in Nebraska.

Bowen said he is not aware of a position statement being issued this year but said he will verify that with the Health Department.

MOTION: Heier moved and Workman seconded to promote ethanol and its air pollution qualities in any of the media presentations by the Lincoln/Lancaster County Health Department. Heier, Hudkins, Steinman, Workman and Campbell voted aye. Motion carried.

4 COMPREHENSIVE PLAN AMENDMENT NO. 94-52 (ASHLEY HEIGHTS - NORTHWEST 48TH AND WEST ADAMS STREET) -
Jennifer Dam, Planning Department

Jennifer Dam, Planning Department, reviewed Comprehensive Plan Amendment No. 94-52, a request from the Planning Director to amend the 1994 Lincoln City-Lancaster County Comprehensive Plan to change property located at Northwest 48th Street and West Adams Street from Industrial to Commercial and from Industrial to Residential (Exhibit B). She noted that this property is in the City's jurisdiction and said the City Council recently approved the Comprehensive Plan amendment, annexation, change of zone, preliminary plat and community unit plan for this area. Dam added that the neighborhood is supportive and is hopeful that a grocery store will be located in the commercial portion. She said a traffic impact study will be required when a use permit comes forward, which is not anticipated to occur for a couple of years. The user will be expected to share in costs if the development causes improvements to Northwest 48th Street to be moved up or if there is a need for traffic signals or turn lanes.

Steinman noted that the County is responsible for a portion of Northwest 48th Street.

Dam said the City will coordinate any improvements with the County, noting the need for improvements has been identified in the Comprehensive Plan.

Hudkins expressed concern that the cost of additional infrastructure improvements may deter developers and said they should not be asked to pay an overly high proportion of those costs.

Campbell suggested that a copy of the materials will be sent to Don Thomas, County Engineer, for review and asked that he report back on whether he is ready for the County's portion of improvements to Northwest 48th Street.

5 REMOTE FLOOD GAUGE MONITORS; ASSISTANT EMERGENCY MANAGER; VIDEO STREAMING OF RADAR ON CHANNEL 5; LAPTOP COMPUTER; SURPLUS PICKUP TRUCK - Doug Ahlberg, Emergency Management Director

Remote Flood Gauge Monitors

Doug Ahlberg, Emergency Management Director, reported that the remote flood gauge monitoring system the Lower Platte South Natural Resources District (NRD) has placed in the Emergency Operations Center (EOC) is not functioning properly, due to software problems.

Campbell asked Ahlberg to submit a written report on the situation to the Mayor, with a copy to the County Board.

Assistant Emergency Manager

Ahlberg said Julie Righter, 911/Emergency Communications Director, and Sharon Codr, 911/Emergency Communications, currently serve as his backup and said the Nebraska Emergency Management Agency (NEMA) has recommended that someone from Ahlberg's branch of government serve in this capacity, instead. Ahlberg suggested that Kerry Eagan, Chief Administrative Officer, serve as his primary backup and said there are classes available through NEMA that would prepare him for this role.

In response to a question from Workman, Ahlberg said the County currently funds 5 percent of Righter's salary so there will be a salary savings.

Hudkins said the Board asks Eagan to "do more and more all the time" and said he believes a Deputy Emergency Management Director should be hired instead.

Steinman said she believes that would be a waste of money, noting the Board has already agreed to hire a deputy for Eagan. She also questioned whether there is enough work in that department to necessitate hiring a deputy.

Ahlberg said he does not believe there is, noting an increased reliance on volunteers.

MOTION: Workman moved and Steinman seconded to no longer fund having the City assist Doug Ahlberg, Emergency Management Director, in his duties and to utilize the Chief Administrative Officer for those tasks in the future. Workman, Heier, Steinman and Campbell voted aye. Hudkins voted no. Motion carried.

Campbell said the City will be notified in writing of the Board's action.

Video Streaming of Radar on Channel 5

Ahlberg said he and Bill Luxford, 5-City TV Studio Coordinator, have discussed having Emergency Management's DTN Storm Sentry System telecast on Channel 5 during severe weather. He said this would cost an additional \$1,500 annually.

Heier questioned the need, noting local stations provide this service.

Ahlberg said the DTN Storm Sentry System may be easier to understand and said there is less delay time for images.

Hudkins asked whether the telecast will reach rural residents.

Ahlberg said not at this time.

Eagan said Time Warner Cable is in the process of extending fiber optics out to certain locations in the county.

Ahlberg agreed to follow up with Time Warner Cable.

Board consensus to review the matter further at the budget hearing.

Surplus Pickup Truck

Ahlberg said the Nebraska National Guard has offered to donate a 12' slide-in truck camper to Emergency Management. He said the camper could be utilized by the ham radio operators as a mobile command post, but said a 3/4 ton pickup truck to mount the camper on and a storage place are needed. Ahlberg said a pickup truck formally utilized by the County Assessor's Office would suffice, but said Lancaster Manor has also expressed interest in the vehicle.

MOTION: Hudkins moved and Heier seconded to accept the gift of the mobile command center and to direct Kathy Campbell, Chair, and Kerry Eagan, Chief Administrative Officer, to discuss transfer of the pickup truck, when it becomes available, with Norm Agena, County Assessor. Hudkins, Heier, Steinman, Workman and Campbell voted aye. Motion carried.

Laptop Computer

Ahlberg requested a laptop computer, with Geographic Information System (GIS) capability, for the mobile command post.

MOTION: Hudkins moved and Steinman seconded to authorize a laptop computer with Geographic Information System (GIS) capability for Emergency Management and to direct Kerry Eagan, Chief Administrative Officer, and Doug Ahlberg, Emergency Management Director, to check with Information Services to see whether a surplus laptop computer is available. Hudkins, Heier, Steinman, Workman and Campbell voted aye. Motion carried.

6 PENDING AND POTENTIAL LITIGATION - Doug Cyr, Deputy County Attorney

MOTION: Steinman moved and Hudkins seconded to enter Executive Session at 10:01 a.m. for discussion of pending and potential litigation. Steinman, Hudkins, Workman and Campbell voted aye. Heier was absent from voting. Motion carried.

MOTION: Heier moved and Workman seconded to exit Executive Session at 10:25 a.m. Hudkins, Steinman, Workman and Campbell voted aye. Heier was absent from voting. Motion carried.

7 INDEXING PROJECT - Kelly Moore Guenzel Handlos, Clerk of the District Court; Brian Pillard, Records & Information Manager; Gary Lacey, County Attorney

Kelly Moore Guenzel Handlos, Clerk of the District Court, requested authorization to hire three (3) temporary employees to work on assigning control numbers on the Clerk's Automated Receiving and Tracking System (CARATS) to a number of documents that are related to closed cases (Exhibit C). She said this will enable her office to get all the pleadings into closed files and estimated that the work will take one month to complete.

In response to a question from Campbell, Handlos reported that cases are now current and said this project will only involve "cleaning up" old case files.

Handlos asked that these temporary employees then be allowed to work through August on updating 2,595 child support case records. She noted that she plans to hire these employees through the Personnel Department, rather than utilizing a temporary employment agency, which should be less costly. Handlos said she is also planning to set up a number of change of address sites throughout the county in June and July in an effort to update child support information.

In response to a question from Steinman, Handlos said she does not anticipate savings, other than in receipting, from the State Disbursement Unit (SDU) Implementation (State takeover of child support collection).

Gary Lacey, County Attorney, said he anticipates there will be problems with the transition which may increase costs.

MOTION: Hudkins moved and Steinman seconded to:

1. Authorize the Clerk of the District Court to proceed with the project to update the cases, using available funds in the budget and utilizing the Personnel Department for hiring
2. Direct the Budget and Fiscal Officer to identify additional monies that could be used to augment that budget and to determine actual staffing costs, with a report back to the Board

Hudkins, Heier, Steinman, Workman and Campbell voted aye. Motion carried.

8 ACTION ITEMS

- A. Payment of Corporate Run Entry Fee for County Employees
- B. Microcomputer Request C#2001-136, \$884.20 from Drug Court Grant for Microsoft Office PRO 2000

MOTION: Heier moved and Steinman seconded approval of Items A and B. Steinman, Workman, Hudkins, Heier and Campbell voted aye. Motion carried.

9 ADMINISTRATIVE OFFICER REPORT

- A. Lincoln Independent Business Association (LIBA) Tax Efficient Committee, Thursday, May 3, 2001 at 11:45 a.m.

Campbell, Heier, Hudkins and Eagan indicated that they plan to attend the meeting.

- B. Letter from Gage County Regarding Placement of Juveniles in New Facility

Board consensus to send a letter to the all of the counties Lancaster County currently has contracts with for housing juveniles indicating that the facility will be made available on a space available basis.

- C. Juvenile Detention Facility Update

Eagan reported that the project is currently one and a half months behind schedule, but said most of that time can be made up if the weather holds.

Eagan said a problem with flooring stain will be rectified, at the sub-contractor's expense. He also reported that additional pre-cast wall supports are needed in the gymnasium area.

Hudkins said "the architect should have caught that in the basic design and they should eat that".

Eagan said there is \$70,000 remaining in the project contingency fund, but said the computerized security system remains a concern. Chris Beardslee, Sinclair Hille & Associates Inc., will discuss prioritization with the Board at the May 17th Staff Meeting.

Hudkins said he is concerned that the situation that resulted in a driveway access problem for Lincoln Mattress Company has not been resolved (the level of Radcliffe Road was raised for drainage purposes which increased the steepness of driveways off that road).

Eagan said Lincoln Mattress Company is having its engineers review a proposed solution to the problem offered by Olsson Associates, the engineering firm for the project. He said Don Killeen, County Property Manager, is monitoring the situation and indicated final payments are being withheld from Olsson Associates until the matter is rectified.

Campbell agreed to follow up on the matter with Don Killeen, County Property Manager, and Roger Severin, Olsson Associates.

10 DISCUSSION OF BOARD MEMBER MEETINGS

A. Ecological Advisory Committee - Heier

Heier said discussion focused on the "Emerald Necklace" (extension of Wilderness Park to Hickman and proceeding down Stevens Creek to Salt Creek), options in the county, surveys and placement of information on the InterLinc website.

ADDITIONS TO THE AGENDA

A. Report on the Lincoln Partnership for Economic Development Meeting

Workman said the South and East Beltway Study was discussed and the new process by which selection of a route will be decided was distributed.

Board members posed the following questions:

- Since the City Council and County Board voted once before on the beltway issue without a Planning Commission hearing, why is it necessary for the issue to go back to the Planning Commission now?
- Why didn't the Planning Department bring the new information forward to the County Board at a Staff Meeting before releasing it into the community?
- Why has the final decision vote been delayed until August?
- What happens if the City Council and County Board vote differently?
- What is the City procedure on Planning Commission recommendations?
- Does the County Board require three votes?

11 ADJOURNMENT

By direction of the Chair, the meeting was adjourned.

Bruce Medcalf
Lancaster County Clerk